

# Retention and Classification Report

**Agency:** Washington County (Utah). Planning Commission (3191)

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**Records Officer**

13751 Planning Commission minutes

**AGENCY:** Washington County (Utah). Planning Commission

**SERIES:** 13751

3

**TITLE:** Planning Commission minutes

**DATES:** 1978-

**ARRANGEMENT:** Chronological

**DESCRIPTION:**

These are minutes of meetings and hearings held by the planning commission. "The commission shall consist of seven members appointed by the chief executive officer with the advice and consent of the [county commission]" (UCA 17-27-201 (1991)). The planning commission is required to prepare and recommend master plans and amendments, zoning ordinances, subdivision regulations and amendments, conditional use permits, and approval or denial of subdivision applications as specified in UCA 17-27-204 (1991).

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule CNT 28, Item 7.

**AUTHORIZED:** 03/07/1994

**FORMAT MANAGEMENT:**

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

Microfilm duplicate: Retain in State Archives permanently.

**APPRAISAL:**

**AGENCY:** Washington County (Utah). Planning Commission

**SERIES:** 13751

**TITLE:** Planning Commission minutes

(continued)

**PRIMARY CLASSIFICATION:**

Public